

Blendon Township
Board Meeting Minutes
March 16, 2020

1. **The meeting was called to order** at 7:00 pm by Supervisor, Kevin Peters
2. **Invocation** was given by Supervisor, Kevin Peters
3. **The Pledge of Allegiance** was recited by attendees.
4. **Roll Call: PRESENT:** Kevin Peters, Supervisor
Robin Overway, Clerk
Greg Golembiewski, Treasurer
Stan Taylor, Trustee
Paul Blauwkamp, Trustee

ATTENDING: Kurt Gernaat, Fire Chief

5. ***Motion to approve the agenda*** was made by Greg Golembiewski, support by Paul Blauwkamp

Motion Carried 5-0
6. ***Motion to approve the February 17, 2020 meeting minutes*** was made by Greg Golembiewski, support by Robin Overway.

Motion Carried 5-0
7. ***Motion to approve the invoices*** dated February 18, 2019 through March 16, 2020, was made by Greg Golembiewski, support by Paul Blauwkamp.

Motion Carried 5-0
8. **Public Comment for items not on the agenda:**
 - Juanita Bocanegra, current prosecuting attorney, running for 58th District Court Judge, took a couple minutes to introduce herself and tell the Board about her background and why she is running for judge.
 - Vern Helder (1989 Tiffany Ct, Holland), current Magistrate, running for 58th District Court Judge, took a couple minutes to introduce himself and tell the Board about his background and why he is running for judge.
9. **Treasurer's Report:**
 - As Submitted
 - Tax season is over and will be completely closed out by mid-April
 - Attended meeting at Hudsonville Public Schools, with other community leaders, to discuss expansion & growth
 - Ottawa County received a grant for farmland preservation
10. **Clerk's Report:**
 - As Submitted
 - Primary election on March 10 went well
 - 'No Reason' absentee ballots significantly increased with this election.

11. Supervisor's Report:

- Verbal
- Been in Supervisor roll for about 6 weeks
- Been working closely with Kurt Gernaat on items such as the Dust Control Contract and the 2020-21 Annual Budget.
- Addressed the Board for discussion on the continuation of the Memorial Day Service that is held at the cemetery.
 - Usually attended by 45-50 people
 - Use to be handled by the Clerk
 - Admin and Cemetery Sexton have been handling it and are having a hard time getting churches to volunteer to run the service.
 - Questioned should we be asking non-exempt employees to work on a paid holiday, and if so at what rate of pay?
 - Following much discussion, the Board decided unanimously to postpone the Memorial Day Service and reevaluate what we would like to do in one year.

12. Monthly Reports:

- a. Fire Department Activity Report
 - Verbal
 - 20 calls for the month
 - Training Covid-19 protocol
- b. Police Activity Report
 - As Submitted
- c. Assessor Report
 - None Submitted
- d. Cemetery Sexton Report
 - None Submitted
- e. Building Permit Report
 - As Submitted
- f. Building and Grounds Report
 - Verbal
 - Tree trimming complete at the cemetery
 - Removing the snow blower from the tractor and reattaching the loader.
- g. Preliminary Planning Commission Minutes
 - As Submitted
- h. ZBA Minutes
 - None Submitted
- i. Emergency Service Minutes
 - As Submitted

13. New Business:

- a. **2020-2021 Budget Hearing:**
 - Public Hearing Notice was read by Supervisor Peters
 - ***Motion to open the public hearing at 7:30 pm for the 2020-2021 Budget was made by Greg Golembiewski, support by Paul Blauwkamp***
 - Roll Call: Yay: Robin Overway, Greg Golembiewski, Kevin Peters, Stan Taylor, Paul Blauwkamp
 - Nay:

Motion Carried 5-0

- No public comments were given
- **Motion to close the public hearing at 7:32 pm** was made by Paul Blauwkamp, support by Stan Taylor

Roll Call: Yay: Robin Overway, Greg Golembiewski, Kevin Peters
Stan Taylor, Paul Blauwkamp

Nay:

Motion Carried 5-0

- Approval of Budget Resolutions:

- **Motion to approve Resolution 2020-03.01: Inspection Fund Budget** was made by Greg Golembiewski, support by Paul Blauwkamp.

Roll Call: Yay: Robin Overway, Greg Golembiewski, Kevin Peters
Stan Taylor, Paul Blauwkamp

Nay:

Motion Carried 5-0

- **Motion to approve Resolution 2020-03.02: Fire Capital Improvements Fund budget** was made by Stan Taylor, support by Paul Blauwkamp.

Roll Call: Yay: Robin Overway, Greg Golembiewski, Kevin Peters
Stan Taylor, Paul Blauwkamp

Nay:

Motion Carried 5-0

- **Motion to approve Resolution 2020-03.3: Fire Operations Fund Budget** was made by Stan Taylor, support by Robin Overway.

Roll Call: Yay: Robin Overway, Greg Golembiewski, Kevin Peters
Stan Taylor, Paul Blauwkamp

Nay:

Motion Carried 5-0

- **Motion to approve Resolution 2020-03.04: Library Fund Budget** was made by Paul Blauwkamp, support by Robin Overway.

Roll Call: Yay: Robin Overway, Greg Golembiewski, Kevin Peters
Stan Taylor, Paul Blauwkamp

Nay:

Motion Carried 5-0

- **Motion to approve Resolution 2020-03.05: Road Fund Budget** was made by Robin Overway, support by Paul Blauwkamp.

Roll Call: Yay: Robin Overway, Greg Golembiewski, Kevin Peters
Stan Taylor, Paul Blauwkamp

Nay:

Motion Carried 5-0

- **Motion to approve Resolution 2020-03.06: Regularly Scheduled Meeting of the Board** was made by Greg Golembiewski, support by Paul Blauwkamp.

Roll Call: Yay: Robin Overway, Greg Golembiewski, Kevin Peters
Stan Taylor, Paul Blauwkamp

Nay:

Motion Carried 5-0

- **Motion to approve Resolution 2020-03.07: Transfer of Funds** was made by Paul Blauwkamp, support by Greg Golembiewski
Roll Call: Yay: Robin Overway, Greg Golembiewski, Kevin Peters
Stan Taylor, Paul Blauwkamp

Nay:

Motion Carried 5-0

- **Motion to approve Resolution 2020-03.08: Budget Line Item Reconciliation** was made by Robin Overway, support by Paul Blauwkamp.

Roll Call: Yay: Robin Overway, Greg Golembiewski, Kevin Peters
Stan Taylor, Paul Blauwkamp

Nay:

Motion Carried 5-0

- **Motion to approve Resolution 2020-03.09: General Appropriations Act** was made by Robin Overway, support by Kevin Peters

Roll Call: Yay: Robin Overway, Greg Golembiewski, Kevin Peters
Stan Taylor, Paul Blauwkamp

Nay:

Motion Carried 5-0

b. **Boersen Rezone Request Ordinance Z2020-03.01:**

- Trustee Blauwkamp highlighted the request
- **Motion to approve zoning ordinance Z2020-03.01 for the rezone of parcel #70-13-32-100-001 from AG to R1** was made by Greg Golembiewski, support by Paul Blauwkamp.

Roll Call: Yay: Robin Overway, Greg Golembiewski, Kevin Peters
Stan Taylor, Paul Blauwkamp

Nay:

Motion Carried 5-0

c. **Eagles Landing Phase 2 Special Lighting Assessment:**

- Supervisor Peters read the Public Hearing Notice
- Public Hearing opened at 7:48 pm
 - No public comments
 - No Board comments
- Public Hearing closed at 7:48 pm
- **Motion to approve Special Assessment Resolution No. 1 for Eagles Landing Phase 2 Lighting** was made by Greg Golembiewski, support by Paul Blauwkamp.

Roll Call: Yay: Robin Overway, Stan Taylor, Greg Golembiewski,
Paul Blauwkamp, Kevin Peters

Nay:

Motion Carried 5-0

d. **Board and Commission Appointments:**

- ***Motion to reappoint Terry Huberts to the Planning Commission for a term of 3 years beginning 04.01.2020 ending 03.31.2023*** was made by Kevin Peters, support by Paul Blauwkamp.

Motion Carried 5-0

- ***Motion to reappoint Brett Huizenga to the Planning Commission for a term of 3 years beginning 04.01.2020 ending 03.31.2023*** was made by Greg Golembiewski, support by Stan Taylor.

Motion Carried 5-0

- ***Motion to reappoint Lyn Peters to the Planning Commission for a term of 3 years beginning 04.01.2020 ending 03.31.2023*** was made by Paul Blauwkamp, support by Stan Taylor.

Motion Carried 5-0

- ***Motion to reappoint Dave Hovingh to the Zoning Board of Appeal for a term of 3 years beginning 04.01.2020 ending 03.31.2023*** was made by Paul Blauwkamp, support by Greg Golembiewski.

Motion Carried 5-0

- ***Motion to reappoint Jeff Van Eck to the Compensation Commission for a term of 5 years beginning 01.01.2020 ending 12.31.2025*** was made by Paul Blauwkamp, support by Greg Golembiewski.

Motion Carried 5-0

e. **Fire Department – Pumper Tanker**

- Fire Chief Gernaat explained to the Board that the specs for the new firetruck were complete and he would like the Boards approval to solicit 3-4 vendors for bids for the new truck.
 - The new firetruck will be paid for, in full, from funds that are in the fire department savings account. This will not deplete the account.
- ***Motion to send out the specs for the new pumper tanker firetruck to solicit bids from 3-4 vendors*** was made by Greg Golembiewski, support by Stan Taylor.

Motion Carried 5-0

f. **New Firefighter**

- Fire Chief Gernaat presented the information for a new firefighter applicant for the approval to hire:
 - Liesel DeJong
 - Fully trained
 - ✓ Firefighter
 - ✓ Medical First Responder
 - Firefighter for the City of Zeeland
- ***Motion to approve the hire of Liesel DeJong to the Blendon Township Fire Department*** was made by Stan Taylor, support by Greg Golembiewski.

Motion Carried 5-0

g. **Fire Department Purchases**

- Fire Chief Gernaat reviewed the purchases that the Fire Department is looking to make and the reasons for the purchases.
 - All purchases are accounted for in the budget.
 - Firefighter Challenge Tent:
 - ✓ Used at fire department events.
 - ✓ Cost includes the tent, trailer, lettering, carpet and posts.
 - ✓ The Fire Department feels strongly about this purchase and has been fund raising in order to be able to contribute for 50% of the cost.
 - ✓ \$6500 will come from the township funds
 - New Turnout Gear
 - ✓ Purchasing 10 sets
 - 5 sets out of the 2019-20 budget, 5 sets out of the 2020-21 budget
 - ✓ Using a new vendor with better turn-around time and support.
 - Ventilation Fan:
 - ✓ Battery operated
 - ✓ No exhaust fumes
 - ✓ Funds will come from the 2019-20 budget
 - ✓ Roughly \$5000
 - 3- AED Machines
 - ✓ Currently have 6 AED's
 - Most of the current machines are 15+ years old
 - ✓ Sticking with LifePak
 - ✓ Benefit is the need for only one set of pads for peds through adults.
 - Knoxbox Key Secure 6 System
 - ✓ Holds all of the keys to a facility in one secure box
 - ✓ The fire department has the key to the secure box
 - ✓ Used for facilities like stores, schools, etc.
- Trustee Stan Taylor emphasized the fact that all of these purchases, including the fire truck, would be made with available funds, and that no debt will be incurred for any of the purchases.
- ***Motion to approve the purchase of the Firefighter Challenge Tent, the 10-sets of new Turnout Gear, the Ventilation Fan, the 3-AED Machines and the Knoxbox Key Secure 6 System was made by Stan Taylor, support by Greg Golembiewski.***

Motion Carried

h. **Social Media:**

- Per the direction of Supervisor, Kevin Peters, the Board spent time discussing ways, beside the Township website, that the community are able find out what is happening in Blendon Township.
- The Board feels that Facebook might be a great avenue for notification upcoming meeting and events.

- The Board agreed to have Administrative Assistant, Dyanna Solis, set up and design a 'private' Facebook page that will be presented at the next Board meeting.

i. **Township Manager:**

- Supervisor Peters noted that this has been a topic of conversation in the past and due to circumstances beyond the control of the Board it was put on the back burner.
- Supervisor Peters feels that this position needs to be readdressed and discussions need to continue to be had going forward.
- With the aide of the Township Attorney, Jim Scales, a resolution was drafted earlier that contained a template to set up the framework for the Township Manager position.
- Trustee Blauwkamp feels that other like townships, that have managers, should be contacted to compare responsibilities and pay scale.
- Supervisor Peters will contact Township Attorney, Jim Scales, to have the earlier resolution reformatted and ready to present at the April meeting.

14. **Old Business:**

a. **Dust Control**

- Following discussions with the companies that submitted bids for dust control for Blendon Township, Supervisor Peters presented the Board with the information for best bid and asked for the approval to move forward with signing the contract with that company.
 - ***Superseding the motion made at the February 17, 2020 meeting; a motion to approve a dust control contract with SWB for 5 applications, at 3000/gal per mile, for \$84000.00 was made by Stan Taylor, support by Kevin Peters.***

Motion Carried 5-0

b. **Trustee Memorial Garden Members:**

- Continued discussion from the February Board meeting.
- 02.17.2020 minutes are incorrect in stating that Trustee Stan Taylor stepped down as a member of the Trustee Memorial Garden Committee.
 - Trustee Taylor stated that he would be 'willing to step down', but no decision was made at that time.
- After discussion, Supervisor Kevin Peters will remain on the Committee, Trustee Stan Taylor will remain on the committee and Trustee Paul Blauwkamp will step down from serving on the committee.

15. **Information / Correspondence:**

a. Township Board Annual Meeting Schedule:

- ***Motion to approve the Township Board Annual Meeting Schedule was made by Stan Taylor, support by Paul Blauwkamp.***

Motion Carried 5-0

16. **Public Comments for items that were on the agenda:**

- Trisha Henderson: 6766 – 64th Ave
 - Displeasure over the cancellation of the Memorial Day Service.

○ Additional items:

- The Board discussed the following items during this time:
 - The Fire Department Pancake Breakfast has been cancelled at this time.
 - Borculo Community Center Rentals:
 - ✓ In making every effort to be proactive in stopping the spread of the Covid-19 virus there will be no new rentals taken until further notice.
 - ✓ Supervisor Peters will notify the (2) rentals for this coming weekend to let them know that the rentals will not be able to take place and their money will be refunded to them.

17. Upcoming Events:

- a. Planning Commission Meeting – **April 14, 2020 @ 7:00 pm (date change due to spring break)**
- b. Township Board Meeting – **April 20, 2020 @ 7:00 pm**
- Upcoming meetings:
 - ***Motion to grant Supervisor, Kevin Peters, the authority to cancel meetings on behalf of the Board and Commissions, until June 15, 2020, as related to the covid-19 virus, was made by Stan Taylor, support by Robin Overway.***

Motion Carried 5-0

18. Adjournment:

- a. With no other business to be brought before the Board, a motion to adjourn at 8:50 pm was made by Paul Blauwkamp, support by Stan Taylor.

Motion Carried 5-0

Recorded by Tina Vander Schuur
Submitted by Robin Overway, Township Clerk